

2006

KENTUCKY SES ASSURANCES

FOR CURRENT SUPPLEMENTAL EDUCATIONAL SERVICE PROVIDERS



Gene Wilhoit
Commissioner of Education
Kentucky Department of Education
www.education.ky.gov

Submission Deadline

Tuesday, May 2, 2006

**Assurances must be signed and returned
by the above deadline to remain on the
approved provider list for 2006 - 2007**



2006 2007 Academic Year

Assurances for Supplemental Educational Service Providers in Kentucky

As the authorized representative of the applicant provider organization, I assure that:

- The entity/program provider serving as the legal applicant will be accountable for tracking and documenting enrollment, attendance, and supplemental services provided to public school students enrolled in the applicant's program.
- The applicant herein will be responsible for payment of all payroll taxes and fees resulting from payment from LEAs for services.
- The applicant acknowledges that if their services are **not utilized in the state within a two-year period, they will need to reapply.**
- The applicant ensures that the program/service design submitted herein, along with the information included in the section showing the evidence of effectiveness and the supporting research, is the program to be offered to students at the costs identified in this application. If the program presented for instruction to students is not the same as submitted herein, the Department of Education reserves the right to remove the applicant from the approved list of providers.
- The applicant will serve all qualified children whose parents request services from this organization equitably, without restriction. Parents of children receiving services and the school will receive information on their academic progress in reading and/or math in an understandable format and language.
- The applicant organization will not disclose to the public the identity of any student eligible for or receiving supplemental educational services without the written permission of the parent.
- The applicant will ensure that the supplemental educational services are provided outside of the regular school day.
- The applicant will, after signing a contract with the LEA, **begin tutoring services within four (4) weeks** of a student being assigned by the LEA.
- The applicant ensures that in accordance with federal regulations, the provider will cooperate with the LEA and SEA in monitoring the quality and effectiveness of the services offered by the approved provider.
- The applicant will submit to the parents of all students served a **monthly report** that summarizes the progress of students provided with supplemental educational services.
- The applicant will submit to all districts served a **state designed quarterly report** that summarizes interactions with students provided with supplemental educational services.
- The applicant will submit at the conclusion of the school year a written final report that summarizes the progress of all students provided with supplemental services to the Kentucky Department of Education, and to all districts served.
- The applicant, in accordance with Federal law, will not discriminate on the basis of race, color, national origin, sex, age, religion or disability in accepting students and providing students with supplemental educational services under Title I. (In general, a provider may not, on the basis of disability, exclude a qualified student with disabilities or a student covered under Section 504 if a student can, with minor adjustments, be provided supplemental educational services designed to meet the individual educational needs of the student.)

- The applicant will ensure that instruction provided and materials used by the applicant are consistent with the instruction provided and content used by the local and state educational agencies and furthermore, are aligned with state student academic achievement standards.
- The applicant will provide services consistent with the qualified student's individualized education program under Section 614 of IDEA if the student is covered under IDEA or Section 504 of the Rehabilitation Act of 1973.
- The applicant certifies that the instruction and content offered is secular, neutral, and non-ideological.
- The applicant further ensures that it will provide written notification to the Kentucky Department of Education within seven (7) calendar days if the supplemental educational services can/will no longer be provided or available from the applicant provider.
- The requirements of all applicable federal, state, and local health, safety, employment and civil rights laws are met.
- Applicants with multiple sites will agree to only provide services at individual sites that independently meet all required criteria and conform to the information and costs cited in this application.
- Applicants with multiple sites will agree to only provide services at individual sites for which they have secured and submitted letters granting permission for the use of identified facilities.
- Applicants agree to notify and receive permission from the KDE prior to adding or removing service locations as submitted in this application.
- Applicants with multiple business / organizational names will agree to only provide services under one name in individual schools or districts to allow for clear choices for parents.
- Pursuant to KRS 161.148, evidence will be provided to the District (LEA) that individuals providing service to children have successfully completed a criminal background check.

I am authorized to sign and submit this application on behalf of the submitting supplemental educational services organization.

Signature of Applicant

Date

Title

Name of Applicant Organization (TYPE or PRINT CLEARLY)